



Montana Office of Public Instruction  
Denise Juneau, Superintendent

## MontCAS Montana Comprehensive Assessment System February 2009 Newsletter

### 2009 MontCAS Testing Windows

January 22 - March 6, 2009	NAEP, Grades 4 and 8, Reading, Math, and Science.
February 10 - March 25, 2009	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science.
March 2 - March 25, 2009	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science.



Thank You To:

- ★ Sponsors, outstanding presenters, and participants at the 2009 state assessment conference.
- ★ State Superintendent Denise Juneau for attending the conference and providing meaningful opening remarks about the importance of assessment and her vision of formative assessment in classrooms.
- ★ Keynote speaker Margaret Heritage who presented step-by-step details and examples of formative assessment and then followed up with an interactive group workshop.
- ★ The Billings Senior High School *Expressions* which entertained during lunch with a variety of lively and beautiful choral pieces. The group of sixteen students is directed by Scott Corey. Thank you to this talented and charming group of musicians.
- ★ Conference managers Karen Richem and Gayle Allen for excellent planning and organization and to OPI's Briana Rojas for keeping computers and projectors working and presenters calm.

PowerPoints and other materials from the sessions are being posted online as they arrive, so please check frequently at: <http://www.opi.mt.gov/assessconf/09Present.html>

## Spring 2009 Test Administration



### CRT and CRT-Alternate 2009 Event and Materials Schedule

Date	Event/Materials
January 5-30, 2009	<b>AIM Assessment Registration Collection: Update AIM for barcode labels. January 30 is the deadline.</b> If data is entered in the "Sort By" field on the student's AIM enrollment record: <ul style="list-style-type: none"> <li>Barcode labels will be sent to schools sorted by school, grade level, "Sort By", then alphabetical by name.</li> <li><b>And</b> 2009 roster and other classroom reports posted on <i>MARS</i> will be sorted by the criteria in the "Sort By" field.</li> </ul>
January 28-30, 2009	System Test Coordinators receive memo mailed by Measured Progress. The memo contains the password necessary for access to the CRT-Alternate Test Booklets online.
February 6, 2009	CRT Administration Manual and other materials posted online on the Measured Progress site. <a href="http://iservices.measuredprogress.org/">http://iservices.measuredprogress.org/</a>
February 6-11, 2009	System Test Coordinators receive CRT- Alternate Testing Materials, <i>CRT Test Coordinators Manual</i> , <i>CRT Test Administration Manuals</i> , Pre-Administration Training CDs and other test documents shipped by Measured Progress.
February 6-11, 2009	System Test Coordinators receive OPI Accommodations and Test Security manuals, documents, and CDs mailed by OPI.
February 19- 25, 2009	System Test Coordinators receive CRT testing materials from Measured Progress.
February 10-March 25, 2009	CRT-Alternate Assessment testing window (Please note: The first week is intended for preparation.)
March 2-25, 2009	CRT testing window
March 2-27, 2009	<b>AIM Program Participation Collection. March 27 is the deadline.</b> <b>Data should reflect status as of March 10, 2009.</b> If data is entered in the "Sort By" field on the student's AIM enrollment record: <ul style="list-style-type: none"> <li>2009 roster and other classroom reports posted on <i>MARS</i> will be sorted by teacher/classroom.</li> </ul>
March 11-27 2009	<b>AIM Test Window Attendance Collection. March 27 is the deadline.</b> <b>Data should reflect counts taken for March 10, 2009.</b>
March 26, 2009	<u>Last Day for System Test Coordinators to schedule UPS pickup for CRT and CRT-Alternate Used Student Response booklets and other testing materials</u>
March 27, 2009	<u>Last Day for System Test Coordinators to ship via UPS used CRT and CRT-Alternate Student Response booklets and other test materials to be returned to Measured Progress</u>
March 31, 2009	UPS automatic pickup of all other test materials (if a pickup was not scheduled with UPS before March 27)



## New This Year

- ✓ The OPI Assessment Web Page has a "Quick Link" for test administration materials: **Spring 2009 CRT and CRT-Alternate Administration Materials**. All Spring administration materials can be accessed directly from this one link.  
<http://www.opi.mt.gov/Assessment/09Admin.html>
- ✓ *Test Administration and Test Security Training for School*, a PowerPoint specifically designed for training school test coordinators and test administrators. It is not on a CD but can be downloaded from the "Quick Link" (see above).
- ✓ *Test Administration Manuals* have been combined into one manual. Grade specific instructions are indented and italicized.
- ✓ New format for CRT-Alternate in grades 4, 8, and 10 Reading and Math
  - Tasklet format replaces task format.
  - New materials kits will be provided for grades 4, 8, and 10 Reading and Math.
  - Previous grades 4, 8, and 10 Reading and Math materials kits may be discarded or used in other instructional activities.
  - Please keep and reuse the grades 4, 8, and 10 Science materials kits. They have not changed. Materials for grades 3, 5, 6, and 7 should also be kept and reused.
- ✓ Accommodations
  - Minor changes in the numbering of accommodations.
  - The CRT is an untimed test; therefore, extra time is not an accommodation.
  - 2009 accommodations manuals and flip cards have been mailed by OPI to all System Test Coordinators.
  - Please discard all previous accommodations manuals and flip cards received prior to 2009 materials.
  - The *2009 Accommodations Manual* is online.
  - Extra sets of 2009 flip cards are available on request. Please contact Karen Richem, [krichem@mt.gov](mailto:krichem@mt.gov) or 406-444-0748
- ✓ Verification of the participation of students with disabilities. The OPI is required to report a reason for each child with an IEP who does not participate in the state-level assessment to the United States Department of Education.
  - These reasons do not represent options for not having a child participate, rather, they are a method to report why, despite the school's best efforts, a child was not able to participate. AYP requirements and calculation will still apply.
  - In the Test Security and Accommodations mailing from OPI is a letter and a form for each school. The form has a barcode label on it unique to each school.
  - Should there be any students with IEPs who do not participate in the CRT or the CRT-Alternate, the school principal/authorized representative must complete the form and return it with the Principal's Test Security Agreement and used Student Response Booklets (SRB) after testing is complete.
- ✓ Global Instructions. Page 8 of the *2009 Test Coordinator's Manual* provides a list of possible global instructions for all students to be written on the board. If a test administrator chooses to use the entire list, and it is too lengthy to write on the board, it is appropriate to print the list on a piece of scratch paper and give it to each student to keep and refer to as they are taking the test. As always, please collect and destroy all scratch paper after each administration of the test.

### ✓ **Calculator Use Clarification**

- Before the calculator use sections of the CRT are administered, it is recommended that students clear the **main/home screen** of the calculator they are using.
- **They DO NOT need to clear the memory.**
- References to clearing the memory are in the test security materials, PowerPoints, test coordinator manuals, and test administration manuals. Please advise all school test coordinators and test administrators of the clarification.



### **Reminder: Foreign Exchange Student Participation in the CRT and the CRT-Alternate**

- All students enrolled in grade 10 at the time of testing are required to participate including foreign exchange students. Their enrollment and participation are included in Adequate Yearly Progress (AYP) participation calculations, but their results are not included in the calculation of results for AYP determinations.
- Foreign exchange students receive a student report, and their results are included in the interactive section of the Montana Analysis and Reporting System (MARS).



### **Students Who Move During the Spring 2009 Testing Window**

Instructions regarding testing, barcode labels, and Student Response Booklets (SRB) for students who move during the testing window are on pages 23-25 of the *2009 Test Coordinators Manual*.

Included are instructions for:

- Students who move from one Montana school to another
- Students who enroll in a Montana school from a home school, a private non-accredited school or an out of state school
- Students who withdraw to attend home school, a private non-accredited school, or an out of state school



### **CRT Administration Training CD**

Attention Windows Users: If you are have difficulty accessing the training power point presentations from the menu page of the Spring 2009 CRT Administration Training CD sent to you by Measured Progress, your machine is not reading the html code embedded in the CD.

To access the files on the CD try the following:

- Close out of the CD's menu page. Double click on "My Computer", and then click ONCE on the appropriate CD drive to highlight that drive. RIGHT CLICK on the CD drive, then click on "**Open**" in the drop down menu. You will then see all the files on the disk. Click on the PowerPoint icon for the training you wish.

If this does not work:

- Close out of the CD's menu page. Double click on "My Computer", and then click ONCE on the appropriate CD drive to highlight that drive. RIGHT CLICK on the CD drive, then click on "**Explore**" in the drop down menu. You will then see all the files on the disk. Click on the PowerPoint icon for the training you wish.
- Finally, if you continue to experience difficulty, please contact Dan Verdick at Measured Progress, 800-431-8901 ext. 2220.

This is not a problem on Macs.



## Grade 8 CRT-Alternate Student Response Booklet Error

- Please note there is an error in the grade 8 Student Response Booklet section for CRT-Alternate scores.
- In the Science section on page 16, **please leave item 6 in tasklets 3 and 5 blank.** There is no corresponding test question in either tasklet for the item number 6.
- A thorough quality assurance process will be applied to the test data once the completed Student Response Booklets and Test Booklets have been returned to Measured Progress. This process will prevent students' scores from being impacted by any incorrect bubbling due to the error in the Student Response Booklet.

## CRT and CRT-Alternate Test Development Events



### *Please join us*

You are invited and encouraged to nominate yourself and/or others to participate in CRT test development reviews and CRT-Alternate standard setting.

Although, many Montana educators have already registered, several spaces are still open in all the projects, and participation by Montana educators is essential. Training is part of each event.

Lodging is provided for participants living 90 miles away from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed.

For the July meetings, honoraria are provided. Renewal units are also available.

The table below lists events for May 2009 and July 2009.

We look forward to hearing from you soon. Nomination is online at the following link:

<http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter>

Date	Test Development Events
May 11, 2009	CRT Item Bias Review: Montana educators review the 2010 field test items for bias and sensitivity issues. Reading and Math, Grades 3-8 and 10 Science, Grades 4, 8, and 10
May 13-14, 2009	CRT Item Content Review: Montana educators review the 2010 field test items for their content, alignment to Montana standards, and depth of knowledge. Reading and Math, Grades 3-8 and 10 Science, Grades 4, 8, and 10
May 19-20, 2009	CRT-Alternate Standard Setting for the new tasklet format in Reading and Math, Grades 4, 8, and 10. Montana special education and content area educators will convene to study the results and demands of the newly formatted CRT-Alternate in order to make recommendations on the minimum score for each performance level.
July 21-22, 2009	Final item review for the 2010 operational CRT. Reading and Math, Grades 3-8 and 10 Science, Grades 4, 8, and 10

## English Language Proficiency Test (ELP)

### ELP Reports



The English Language Proficiency tests have been scored, and the reports will be shipped by Questar, the testing contractor, on February 20, 2009.

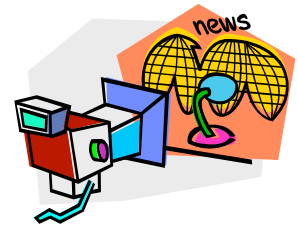
The *2008-2009 ELP Score Report Interpretation Guide* is online:  
<http://www.opi.mt.gov/Assessment/ELP.html>

Thank you to System Test Coordinators, test administrators, and Karen Richem for a successful test administration.

Please contact Karen Richem with any questions: [krichem@mt.gov](mailto:krichem@mt.gov) or 406-444-0748

### Updates on Two Montana Grant Awards

The Office of Public Instruction Assessment and Special Education Divisions continue to work with two grant awards to study assessments based on modified achievement standards. The grants target high school reading and grades 7 and 8 reading and math. Because of the great response from schools and districts, the projects are on schedule.



To ensure the privacy of students, teachers, schools, districts, and communities, we cannot give public recognition to any of the people who are making these projects happen, but without their commitment to students and willingness to add more to their already busy schedules, the potential of these grants would not be possible.

Two sessions with information on the grants were presented at the recent assessment conference. The PowerPoints from those sessions are posted at the following link:  
<http://www.opi.mt.gov/assessconf/09Present.html>

- *New Ideas in Test Design for Students Who Persistently Fail* --Sue Bechard:
  - Sue Bechard of Measured Progress discussed the grant activities, goals and potential.
- *Strategies to Access the General Curriculum*
  - Gail McGregor of the University of Montana discussed strategies for students with disabilities to access the general education curriculum and outlined a nine step process for IEP team standards-based decision-making.

On the following page is a table of recent and upcoming grant activities. Highlighted in yellow are two upcoming and critical activities, high school reading cognitive labs and grades 7 and 8 reading and math online beta tests. Many districts/schools have already volunteered.



Please add your district/school to the list of participants by contacting Gayle Allen at OPI, 406-444-3511 or [gallen2@mt.gov](mailto:gallen2@mt.gov)



## 2% Grant Activities

Date	Activity	Content & Grade
<b>Montana Enhanced Assessment Grant (EAG)</b>		
January 19 - February 6, 2009	Pilot Test Window	Reading, Grade 10
Week of April 6, 2009	Cognitive labs The high school reading cognitive labs pair selected students with a researcher. Each student views items and answers questions about the items and what aspects of the item are more and less approachable for the student. Participation in the cognitive labs requires student participation in the January/February 2009 pilot and a parent consent form.	Reading, Grade 10
<b>Montana General Supervision Enhancement Grant (GSEG)</b>		
April-May 2009	Online Beta Test Window The hour-long online beta test is administered to groups of selected students. No prior participation or parent consent form is required. Online is a PowerPoint introduction to the beta test administration and items presented at the assessment conference: <i>New Idea in Test Design for Students Who Persistently Fail</i> –Chris Camacho, Also online are technical specifications for the beta test, "Children's Progress Technical Requirements." Chris Camacho, Sue Bechard, and Judy Snow visited schools in January to talk about the specifications and learned that the specifications and setup are uncomplicated. Both documents are at the following link: <a href="http://www.opi.mt.gov/assessconf/09Present.html">http://www.opi.mt.gov/assessconf/09Present.html</a>	Reading and Math, Grades 7 and 8

### OPI Assessment Contacts

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